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ORIENTATION BOOKLET

FOR

PROMOTION TO DISTRICT FIRE CHIEF
PROMOTION TO DEPUTY FIRE CHIEF
PROMOTION TO FIRE CHIEF

EXAMINATIONS

GOVERNMENT DOCUMENTS
COLLECTION

JUN 17 1983

University of Massachusetts
Depository Copy

PREPARED BY THE
DIVISION
OF
PERSONNEL ADMINISTRATION

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INTRODUCTION

This booklet has been designed to help you prepare for the promotional examinations for the positions of District Fire Chief, Deputy Fire Chief, and Fire Chief. This booklet is intended to answer some of the various questions that have been posed to Civil Service by applicants for these examinations. This booklet is intended to guide you as you prepare for the examination and should help you to do well. However, this booklet is only a guide and cannot substitute for adequate and thorough studying for the examination.

GOOD LUCK!

1. What does the "Fire Chief" Examination consist of?

The examinations for District, Deputy, and Fire Chief currently consist of two parts. Part 1 of the examination consists of a multiple choice examination, and Part II consists of a fire essay, known as the Fire Problem.

Part I of the promotional examination for District and Deputy Fire Chief typically includes 100 multiple choice questions. Part I of the promotional examination for Fire Chief typically includes 125 multiple choice questions. The time limit for Part I is 3 hours.

Part II of the promotional examination is known as the "Fire Problem". This is a fire scenario which describes in detail a burning structure, or group of structures, and permits you, the applicant, as a Chief Fire Officer, to "fight the fire". In addition to the fire ground description, you are informed as to how much water, equipment, human and other resources are available to you to fight the fire, as well as the time, weather conditions, and other relevant information. You are then asked specific questions about the fire, and how you would deal with it.

The same fire scenario and questions are given to the applicants for all three examinations. Separate fire problems are not given for the different ranks.

2. Where can I obtain information about this examination?

Well, this booklet is a good first step. However, you should also review the examination announcement (poster). This poster provides both a job and examination description along with other useful information.

Posters may be reviewed at your:

1. Local City or Town Hall
2. Walk-in Civil Service Information Center on the 2nd floor of 1 Ashburton Place, Boston, MA. 02108

If you have any questions, telephone the Division of Personnel Administration's information response unit at:

617-727-8370

or

617-727-8372

Outside the Boston area you may use the toll free number:

800 - 392 - 6178

3. What books should I be reading in getting ready for the examination?

Each examination announcement for these exams includes a suggested reading list. The answers to the multiple choice test questions are generally to be found in these texts. Of course, there are many other texts which are equally good references and study material.

In connection with their preparation for advancement in the service, Fire Fighters are urged to broaden their knowledges in the several fields relating to their work, including fire administration, fire science, hydraulics, fire investigation, firefighting procedures, firefighting strategy and tactics, etc.

The Division of Personnel Administration has adopted the reading list below for all promotional examinations for fire departments under Civil Service.

This reading list became effective beginning with examinations scheduled on or after February 23, 1980.

ALL PROMOTIONAL EXAMINATIONS

1. Managing Fire Services, 1979 Edition, International City Management Association, 1140 Connecticut Avenue, Washington, D.C. 20036.

2. Effective Supervisory Practices, 1978 Edition, International City Management Association, 1140 Connecticut Avenue, Washington, D.C. 20036.

3. Fire Protection Handbook, Fourteenth Edition, National Fire Protection Association, 470 Atlantic Avenue, Boston, MA., 1976.

4. Fire Service Hydraulics, Second Edition, Dun-Donnelly Publishing Corporation, New York, New York, 1970.

CHIEF LEVEL (INCLUDING DISTRICT AND DEPUTY CHIEF)

5. The Fire Chief's Handbook, Fourth Edition, Dun-Donnelly Publishing Corporation, New York, New York.

6. Management in the Fire Service, National Fire Protection Association, Boston, MA., 1977.

The reading list is primarily important for Part I of the exam, which tests material drawn from these books. When you take this part of the examination, the question will often refer to these books; for example: "According to Managing Fire Services..." Therefore, you are strongly urged to become very familiar with these books by studying over a long period of time.

4. How often does the reading list change?

Changes are made to the reading list periodically. The examination announcement for your municipality is a definitive statement of the suggested reading list for your any one examination. In addition, you may contact Dr. Joel P. Wiesen, Head of Test Development and Validation at 727-4110 with any questions about the reading list.

The Division attempts to give at least six months advance notice prior to making any changes to the reading list. To this end the Division may issue a memorandum to all Fire Appointing Authorities, and to all Fire Chiefs stating that a change in the reading list will be made, and giving the date on which the change will take effect.

5. Where can I get the books on the suggested reading list?

You may order the books through almost any bookstore, or directly from the publisher. (The reference librarian at any public library will have the addresses of the publishers). It may take 2-4 weeks for a book to arrive. If you wait until an examination is announced for your municipality, you may only have a few weeks to study for the examinatio You will need many months to properly prepare for these examinations. Therefore, you should always be studying.

6. When are the examinations held?

The Chief Officer level examinations have been held early in the calendar year for the past few years. The Division plans to continue this schedule.

7. What should I do the night before the exam ?

Doing a lot of studying the night before the exam will not be very helpful the next day. Instead, you should spend the evening relaxing, doing something that you enjoy. You should also be sure to get to bed early and get a good night's rest. If you are tired, you won't be able to perform at your best on the exam.

8. Are there trick questions?

No. All questions are carefully selected from the reference material. The questions are intended to test important concepts that should be known by an individual of chief officer rank. However, occasionally we do make errors and a poor question appears on the exam. A question may be inappropriate, lack a correct answer, be vague, or have more than one answer. Following, the examination, the applicant's responses to the questions (A,B,C, or D) are analyzed and those items that are deemed unfair, for whatever reason, are not counted.

With respect to the fire problem questions, you should take care to answer the question as asked. For example, if the question asks," What could the fire fighters do to make this situation worse?" You should not answer by simply describing what the fire fighters should do to improve the situation. (Improving the situation would be the subject of a different question.)

9. Am I penalized for guessing on a multiple choice question?

No. The Division does not subtract credit for wrong answers. If you can't answer a question in Part I, go on and come back to it later. Remember, you have 3 hours, which is more than enough time to answer all the questions. Be sure that you read each question thoroughly. Each question has several choices, which should also be read thoroughly. If you don't know the answer, you should guess. Since there are usually four choices, you have a 25% chance of getting the right answer. If you do guess, stick with your first guess. Studies have generally found that the first guess is usually the best. You should answer every question.

10. Am I penalized for referring to sources other than that of the published book list on the "fire problem"?

No. The fire problem is intended to test your experience. Part I of the exam is closely linked to the specific texts in the booklist. Part II deals with your day to day experiences, and what you have learned about strategy and tactics.

As long as you can justify your actions in answering the fire problem questions, you can refer to additional sources. Your answer will most probably reflect your experiences on the fire ground as well as knowledge gained from references.

The fire problem allows you to show us in Civil Service what you really know about directing a fire ground operation. You are in charge! However, we will be telling you about the fire conditions and we will be asking you about the actions you should be taking. You may save the structures involved, or we may tell you that the fire is out of control. Given these conditions, you will show us if you understand the fire suppression situation and can properly use the resources that are available in dealing with the fire.

The important thing that must be stressed is preparation. Prior to the examination, study firefighting tactics, either from tests or on-the-job experiences. When you return from a fire, think about what you have seen. Did things get out of control? Was there a better way to approach the fire? How would you have done things if you had been in charge? In essence, these are the types of things you will have to concern yourself with when you answer the "fire problem".

Another valuable resource in getting ready for the fire problem can be found in the people you work with. There maybe men that you work with that have valuable experience that you can learn from. Speak with your chief officers. They are already making the decisions that you will someday be making. Let them explain their experiences to you.

In summary, the fire problem is your opportunity to demonstrate what you have learned: from books, from your day-to-day experiences, and from the people you work with and for. The most important thing, however, is to justify your answers. When you place a piece of apparatus or direct a company of men, state your reasons. This will permit our graders to understand why you are doing what you are doing. Without this justification, there is no way for us to know if you understand the consequences of your actions.

11. Should I eat a small or big meal prior to taking the examination?

Hunger may hurt your chances for success on the examination. Taking this examination will cause you to use up energy. Over eating may make you sleepy. You should prepare for this by eating sensibly.

12. What should I do about anxiety?

Getting nervous over taking a test can hurt your performance. You should avoid getting too anxious about this exam. You can reduce your anxiety by relaxing and preparing to do your best on the exam. This booklet will teach you how to take this exam and do your best.

13. Is self-confidence important in doing well on this exam?

Confidence in yourself may help your performance on the examination. If you are convinced that you will do poorly on the examination, you actually may be decreasing your chances of doing well. If you have prepared well, you should be confident that you will perform as well as many other applicants. You should try to get the highest score on the exam.

14. How much time will I have to complete the examination?

There will be enough time to complete the examination. Yet, it is important for you to realize the time limits of the examination. Bringing a watch and keeping aware of the time will help you to do this.

For Part I of the examination, the multiple choice questions, you will probably have three hours. Based upon past experience, three hours is more than enough to cover the 100 to 125 multiple choice questions. If you can't answer a question, note it, and go on to the next question. You will have time to come back to it later.

For Part II of the examination, the "fire problem", you will probably have a total of four hours. During the first half-hour, you should read the fire problem carefully without trying to answer the questions. Only after this first half-hour has passed should you start writing your answers (although you may make notes on the fire problem as you read it) Therefore, you will have actually 3 1/2 hours to write your answers to the fire problem. Again, time yourself and spend the most time on the major questions (which receive the greatest weight in grading).

15. Are there "negatively" worded questions on the examination?

Some questions in the examination may be worded positively, others negatively. Be sure to read the questions carefully, so you can distinguish between these. The negative questions may ask you to pick out the exception from a series of possible choices.

16. What if I can't answer a question?

You should answer the easy questions first. Everyone will find some questions tougher than others. Do not be alarmed by this. If you find some questions tough, skip them and come back to them later. Do not spend too long on any question.

17. Should I guess at any of the multiple choice questions?

If you do not know the answer to a question, you should review the choices and cross out those which are wrong. This will help you find the correct answer and reduce your risks in guessing. Your score will be based on the number of correct answers. Therefore, if you do not know the correct answer, you should guess. There are no additional penalties for guessing.

18. In answering the multiple choice questions, what type of clues should I keep in mind?

In answering unfinished statements it may help you to reword the question with each of the choices. Absolute words such as "always" or "never" may tip you off to incorrect answers. Correct answers tend to be longer than the other choices.
Finally, be advised that test developers understand these flaws in multiple choice tests better than applicants do. They also try to eliminate many of the hints which are listed above.

19. Is cheating worth it?

Rely on your own abilities and don't copy from anyone. You have no guarantee that another person knows anymore than you do. Also, cheating is against the law.

20. Do I have to pass both Parts I and II to pass the whole examination?

Beginning with the March, 1981 promotional examination, an applicant will be required to earn a passing grade on each part of the examination, i.e. training and experience, multiple choice questions and essay question ("fire problem"). For example, if an applicant fails the multiple choice questions, the applicant will have failed the examination.

21. What are the instructions given at the examination?

We have included in Appendix I a copy of the cover sheets of the two examination booklets. Read them carefully now so that you know what is expected of you.

Please note the instructions for Part II.
Notice the box in the upper right-hand corner of the instructions. The contents of this box changes for every examination. It is intended to tell you the value of the questions that are asked on the fire problem. By looking at these values, you should be able to tell how important each question is.

On the example given in these sample instructions, notice that 65 of the 100 points are awarded for all the parts of question number 2. This should tell you that you should proportion your time so that you spend enough time on question 2.

22. How should my answers appear on the answer sheet?

This question is extremely important. READ THESE INSTRUCTIONS VERY CAREFULLY!

FIRST, WRITE CLEARLY! Remember, the grader must be able to read your handwriting in order to be able to grade your essay.

SECOND, every time you answer a new question, begin on a new answer sheet!

THIRD, indicate at the top of the answer sheet the number of the question you are answering, and the page number. Use the space provided for this purpose.

At the current time, each printed answer sheet has two blanks which look like this:

Answer to question number_____
Answer page number_____

The first page of your answer should be numbered page 1, the second page of your answer should be numbered page 2, and so on until the last page of your answer. The question number which you are answering should be placed at the top of the page. If you are answering question 3A and you are writing the 5th page of your overall answer, the entry at the top of the answer sheet should be as follows:

Answer to question number 3A
Answer page number 5

23. Why are the lines on the essay answer sheet numbered?

The lines on the essay answer sheet are numbered to carefully grade your answers. Begin your answers on the line of the answer sheet marked by a one.

24. What steps can I take to be sure to receive full credit for my answer ?

1. Begin your answer to each new question on a new answer sheet. Do not answer two questions on one answer sheet.

2. Start each question on the top line of the answer sheet (marked by a one).

3. Write legibly.

4. Number all of your pages in consecutive order. We want to make sure that we get your complete answer.

25. Should I study strategy and tactics for the Chief Officer level exams?

Yes, most definitely. It is essential that you have a good grasp of this area in order to be able to give an adequate answer to the fire problem.

26. Where can I learn more about strategy and tactics?

You can learn more about this area from courses offered at the Fire Academy (contact Chief Joe Donovan for details), and at various colleges and from your own reading and discussions with other fire personnel.

27. Do you receive ideas and feedback from the fire service?

Yes. For example, we are in contact with the Civil Service Committee of the Fire Chiefs' Association and we receive both positive and negative feedback from them.

28. How can I tell you about my ideas and complaints?

We welcome your comments and ideas. It is best to give these to us in writing. You may address your comments as well as any formal correspondence with the Division to:

Mr. David M. Marchand
Personnel Administrator
1 Ashburton Place - 2nd fl.
Boston, Mass. 02108

29. Where may I get additional copies of this booklet?

Single copies are available from the Division at the following address

Mrs. Sullivan, Information Officer
Division of Personnel Administration
1 Ashburton Place - 2nd floor
Boston MA. 02108

"GOOD STUDYING AND GOOD LUCK"

APPENDIX I

The following questions are sample questions. These sample questions are representative of the types of questions that could appear in Part I of the Fire Chief examination. These questions do not include all possible types of questions that could appear in Part I, but do represent a general overview of what you can expect.

QUESTION #1

THE FOLLOWING ITEM IS AN EXAMPLE OF A NEGATIVELY WORDED QUESTION:

ACCORDING TO THE HANDBOOK, ALL BUT ONE OF THE FOLLOWING EXTINGUISHING AGENTS WOULD BE EFFECTIVE IN COMBATING A FIRE INVOLVING SODIUM. THE EXCEPTION IS:

A. DRY SODA ASH
B. FOAM
C. NITROGEN
D. DRY SALT (SODIUM CLORIDE)

THE CORRECT ANSWER IS B.

QUESTION #2

THE FOLLOWING ITEM IS AN EXAMPLE OF A TRUE/FALSE QUESTION:

CONSIDER THE FOLLOWING STATEMENTS RELATIVE TO VENTILATION AS IT PERTAINS TO SMOKE MOVEMENT IN BUILDINGS.

(I) BELOW GROUND AND WINDOWLESS SPACES PROVIDE SIGNIFICANT VENTILATION PROBLEMS. HIGH TEMPERATURES OFTEN OCCUR BECAUSE OF THE HEAT BUILD UP WHICH RESULTS FROM INADEQUATE HEAT VENTING.

(II) BUILDING GEOMETRY AND SPACE ARRANGEMENT HAVE LITTLE INFLUENCE ON THEMOVEMENT OF SMOKE AND HEAT. THEREFORE, DESIGN FEATURES WHICH ARE APPROPRIATE FOR ONE TYPE OF BUILDING ARE ALSO APPROPRIATE FOR OTHER TYPES OF BUILDINGS.

ACCORDING TO THE HANDBOOK, OF THE STATEMENTS GIVEN:

A. ONLY STATEMENT (I) IS TRUE
B. ONLY STATEMENT (II) IS TRUE
C. BOTH STATEMENTS (I) AND (II) ARE TRUE
D. BOTH STATEMENTS (I) AND (II) ARE FALSE

THE CORRECT ANSWER IS A.

QUESTION #3

THE FOLLOWING ITEM IS AN EXAMPLE OF A POSITIVELY WORDED QUESTION.

ACCORDING TO THE HANDBOOK, FATAL RESIDENTIAL FIRES MOSTLY OCCUR:

A. AT NIGHT DURING HOURS OF SLEEPING
B. AT TIMES WHEN MEALS ARE TYPICALLY PREPARED
C. DURING EARLY EVENING
D. DURING LATE MORNING

THE CORRECT ANSWER IS A.

APPENDIX II

The following are sample cover pages for Part I and Part II of the typical Fire Chief examination.

PROMOTION TO DISTRICT FIRE CHIEF
PROMOTION TO DEPUTY FIRE CHIEF
PROMOTION TO FIRE CHIEF

EXAM NO._____

PART TWO OF TWO PARTS

FIRE PROBLEM

TIME LIMIT - 4 HOURS

CHECK THIS BOOKLET, SEE THAT IT CONSISTS OF ___ PAGES, CONSECUTIVELY NUMBERED. IT CONTAINS THE INFORMATION AND QUESTIONS FOR THE ENTIRE FIRE PROBLEM. EXAMINE YOUR BOOKLET TO BE SURE IT IS NOT DEFECTIVE IN ANY WAY. YOU ARE RESPONSIBLE FOR OBTAINING A COMPLETE BOOKLET.

QUESTION		PT. VALUE
Q. 1.	(A)	7.0
	(B)	7.0
	(C)	7.0
	(D)	4.0
Q. 2.	(A)	20.0
	(B)	20.0
	(C)	5.0
	(D)	20.0
Q. 3.	(A)	5.0
	(B)	5.0
	TOTAL	100.0

DIRECTIONS

WRITE YOUR ANSWER TO EACH OF THE QUESTIONS ON THE LINED SIDE OF THE PAPER. LEAVE A SPACE BETWEEN EACH ANSWER. IDENTIFY EACH ANSWER CORRECTLY, FOR EXAMPLE, 1. (A), 2. (D). ANSWER EACH QUESTION FULLY AND IN AS MUCH DETAIL AS NECESSARY TO THOROUGHLY COMPLY WITH THE DIRECTIONS IN THE QUESTIONS. IN ANY QUESTION WHERE YOU ARE ASKED TO GIVE A CERTAIN NUMBER OF ITEMS IN YOUR ANSWER, NUMBER THESE ITEMS CONSECUTIVELY, (1), (2), (3), (4), AND SO FORTH.

USE INK. (DO NOT USE PENCIL.)

NO BOOKS, NOTES, TABLES OR CALCULATORS MAY BE USED IN THIS EXAMINATION.

RULERS MAY BE USED FOR MEASURING DISTANCE BASED ON THE SCALE OF THE MAP.

TIME IS AN IMPORTANT AND CRITICAL FACTOR. YOU SHOULD PROVIDE AS MUCH INFORMATION FOR EACH QUESTION AS YOUR TIME, JUDGEMENT AND FIRE FIGHTING KNOWLEDGE PERMIT. YOU SHOULD NOTE POINT VALUE FOR EACH QUESTION AS INDICATED IN THE BOX. YOU MAY WISH TO SPEND MORE TIME ON THESE QUESTIONS WITH A GREATER POINT VALUE.

APPLICANTS MAY REMOVE THE STAPLE FROM THE BOOKLET IN ORDER TO SEPARATE THE BOOKLET WHEN WORKING ON THE FIRE PROBLEM.

THE FIRE PROBLEM MAP APPEARS SEPARATELY. APPLICANTS MAY WRITE ON OR MARK UP THE MAPS IN THE BOOKLET.

READ EACH OF THE QUESTIONS CAREFULLY BEFORE WRITING YOUR ANSWER. PROVIDE ALL THE REQUIRED INFORMATION FOR EACH QUESTION. IF YOU FEEL THAT YOU HAVE ALREADY SUPPLIED SOME OF THE REQUIRED INFORMATION IN THE ANSWER TO ANOTHER QUESTION, STATE "SEE THE ANSWER TO QUESTION _____ FOR INFORMATION ON _____."
(NUMBER) (SPECIFIC SUBJECT)

(CONTINUED)

APPENDIX NUMBER III

The following is a sample of the answer paper you will use to answer the "Fire Problem".

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PROMOTION TO DISTRICT FIRE CHIEF

PROMOTION TO DEPUTY FIRE CHIEF

PROMOTION TO FIRE CHIEF

TIME LIMIT - 3 HOURS

PART ONE OF TWO PARTS

NOTE: THIS BOOKLET CONTAINS THE QUESTIONS FOR THE ENTIRE WRITTEN TEST AND SHOULD CONSIST OF __ CONSECUTIVELY NUMBERED PAGES. EXAMINE YOUR BOOKLET TO BE SURE IT IS NOT DEFECTIVE IN ANY WAY. YOU ARE RESPONSIBLE FOR OBTAINING A COMPLETE BOOKLET.

NOTE: QUESTIONS 1 THROUGH 100 COMPRISE THE ENTIRE PART I OF THE WRITTEN TEST FOR PROMOTION TO DISTRICT FIRE CHIEF AND PROMOTION TO DEPUTY FIRE CHIEF. ALL QUESTIONS HAVE EQUAL VALUE FOR MARKING PURPOSES. THE EXACT VALUE WILL DEPEND ON A POST EXAMINATION REVIEW FOR FAULTY QUESTIONS.

NOTE: QUESTIONS 1 THROUGH 125 COMPRISE THE ENTIRE PART I OF THE WRITTEN TEST FOR PROMOTION TO FIRE CHIEF. ALL QUESTIONS HAVE EQUAL VALUE FOR MARKING PURPOSES. THE EXACT VALUE WILL DEPEND ON A POST EXAMINATION REVIEW FOR FAULTY QUESTIONS.

NOTE: APPLICANTS FOR MORE THAN ONE TITLE SHOULD MAKE SURE THAT THEY ANSWER THE REQUIRED QUESTIONS FOR EACH TITLE AS SPECIFIED ABOVE.

NOTE: 2 BLANK SHEETS OF PAPER ARE PROVIDED AT THE END OF THE QUESTION BOOKLET FOR MAKING ANY COMPUTATIONS THAT MAY BE NECESSARY TO ANSWER SOME OF THE HYDRAULIC QUESTIONS. DO NOT DETACH THESE SHEETS FROM THE QUESTION BOOKLET.

NOTE: AS USED IN THIS EXAMINATION, THE TERM "HANDBOOK" REFERS TO THE FIRE PROTECTION HANDBOOK, 14TH EDITION, PUBLISHED BY THE NATIONAL FIRE PROTECTION ASSOCIATION (NFPA).

NOTE: AS USED IN THIS EXAMINATION, THE TERM "MANAGING FIRE SERVICES" REFERS TO THE TEXT, MANAGING FIRE SERVICES, 1979 EDITION, PUBLISHED BY THE INTERNATIONAL CITY MANAGEMENT ASSOCIATION.

NOTE: AS USED IN THIS EXAMINATION, THE TERM "FIRE CHIEF'S HANDBOOK" REFERS TO THE TEXT, THE FIRE CHIEF'S HANDBOOK, FOURTH EDITION, PUBLISHED BY DUN-DONNELLY PUBLISHING CORPORATION.

NOTE: AS USED IN THIS EXAMINATION, THE TERM "MANAGEMENT IN THE FIRE SERVICE" REFERS TO THE TEXT, MANAGEMENT IN THE FIRE SERVICE, 1977 EDITION, PUBLISHED BY THE NATIONAL FIRE PROTECTION ASSOCIATION.

NOTE: AS USED IN THIS EXAMINATION, THE TERM "FIRE SERVICE HYDRAULICS" REFERS TO THE TEXT, FIRE SERVICE HYDRAULICS, SECOND EDITION, PUBLISHED BY DUN-DONNELLY PUBLISHING CORPORATION.

NOTE: AS USED IN THIS EXAMINATION, THE TERM "EFFECTIVE SUPERVISORY PRACTICES" REFERS TO THE TEXT, EFFECTIVE SUPERVISORY PRACTICES, 1978 EDITION, PUBLISHED BY THE INTERNATIONAL CITY MANAGEMENT ASSOCIATION.

NO BOOKS, NOTES, TABLES OR CALCULATORS MAY BE USED ON THIS EXAMINATION.

(CONTINUED)

EXAM NO._____

NOTE: "REQUIRED INFORMATION": EACH TIME WHEN HOSE STREAMS ARE USED IN YOUR ANSWER, THE FOLLOWING INFORMATION MUST BE PROVIDED:

1. IS IT:

   (A) AN INTERIOR OR EXTERIOR STREAM?
   (B) (1) A HANDLE OR HEAVY STREAM, AND
   (2) IF IT IS A HEAVY STREAM, IS IT A DELUGE SET, DECK GUN, LADDER PIPE, ETC.?

2. EXPLAIN

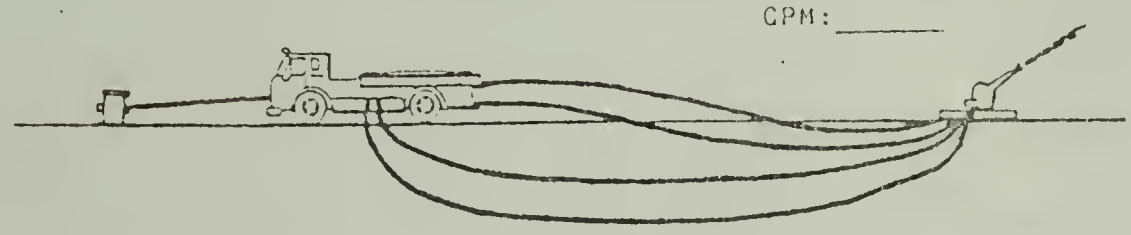
   (A) WHERE THE LINE IS LOCATED;
   (B) WHERE THE LINE WILL BE ADVANCED AND DIRECTED;
   (C) THE REASONS WHY, AND
   (D) WHAT YOU HOPE TO ACCOMPLISH WITH THE LINE.

3. YOU MUST ALSO FURNISH THE FOLLOWING INFORMATION EITHER IN WRITTEN FORM OR BY USE OF A DIAGRAM: (SEE EXAMPLE BELOW)

   (A) NOZZLE SIZE;
   (B) NOZZLE PRESSURE;
   (C) FLOW RATE (GALLONS PER MINUTE);
   (D) HOSE SIZE;
   (E) SINGLE OR PARALLEL LAYOUT;
   (F) IF PARALLEL LAYOUT, HOW MANY LINES ARE USED; AND
   (G) MAXIMUM LENGTH OF HOSE OR LAYOUT WHEN FEEDING A HEAVY STREAM; AND/OR
   (H) MAXIMUM LENGTH OF HOSE OR LAYOUT THAT WOULD BE PRACTICAL TO USE.

EXAMPLE

Nozzle Size: 2"
Nozzle Pressure: 90 lbs.
GPM:_____



4 Lines each 2½"
200'

MASSACHUSETTS DIVISION OF PERSONNEL ADMINISTRATION

ANSWER TO QUESTION #_____

ANSWER PAGE #_____

Examination Number _____

LINE #

1.

2.

3.

4.

5.

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